

**STILLWATER RURAL WATER ADVISORY BOARD MEETING SUMMARY  
October 26, 2023, Special Meeting**

The Stillwater Rural Water Advisory Board met for a special meeting on Thursday, October 26, 2023, at 12:00 pm in Room 1122-B of the Stillwater Municipal Building at 723 S. Lewis Street.

Members present: Chairman Robert Sitton Jr., Vice-Chairman Stephen Mayo, Kent Bradley, Bryce Campbell, and Danny Wick.

Others present: Ashlyn Garis, Assistant City Attorney; David Barth, Division Manager, Water Utilities Engineering; James Driskel, Water Utilities Director; Angela David, Administrative Assistant - Engineering Dept., as recording secretary.

Others absent: Lowell Barto, counsel for Rural Water Corp. #3.

**I. CALL MEETING TO ORDER**

Mr. Sitton began the meeting at 12:00 pm.

Ashlyn Garis was introduced as the City’s Counsel for the Board.

**II. GENERAL ORDERS**

**A. Consider approval of the July 20, 2023, meeting minutes.**

Mr. Sitton asked if there were any changes and/or edits to the July 20, 2023, minutes; none were noted. Mr. Bradley motioned, Mr. Wick seconded to approve the meeting summary of July 20, 2023.

	<b>Sitton</b>	<b>Mayo</b>	<b>Bradley</b>	<b>Campbell</b>	<b>Wick</b>
Roll Call:	Yes	Yes	Yes	Yes	Yes

**B. Consider approval of the 2024 Rural Water Advisory Board meeting schedule.**

Mr. Sitton asked if there were any changes and/or edits to the 2024 Rural Water Advisory Board schedule; none were noted. Mr. Bradley motioned, Mr. Campbell seconded to approve the meeting schedule.

	<b>Sitton</b>	<b>Mayo</b>	<b>Bradley</b>	<b>Campbell</b>	<b>Wick</b>
Roll Call:	Yes	Yes	Yes	Yes	Yes

**C. Staff Report on the following:**

**1. Items, including leaks and repairs, affecting Rural Water Corp #3 customers.**

Mr. Barth gave a brief report to the board on The Yost Pump Station replacement project and the new tower and pipeline project. There was a brief discussion clarifying details of the project.

Mr. Driskel reported the number of line flushes, line locates, and repairs done in the last few months. Mr. Driskel and Mr. Barth answered questions from the Board concerning different repairs throughout the City.

**2. Update on Rural Water Corp #3 Agreement, Exhibit C Phase I and Phase II Projects**

Mr. Sitton requested that he and Mr. Barth meet before the next RWAB meeting to update the Exhibit C Phase I and Phase II Projects list.

**3. Update on current water utility projects affection Rural Water Corp #3.**

Mr. Campbell reported that the recent changes made by the City have increased the water pressure at his parent's home to 25 PSI.

**D. Discussion on the Rural Water Advisory Board semi-annual report.**

Mr. Sitton reported that he has not been able to present his report to the SUA because they have been busy with meetings on the rate increase. Mr. Sitton shared some of the details of his report.

Mr. Sitton asked the Board if there were any items they wanted added to the next report. Mr. Bradley asked that it be addressed that the original agreement between the City of Stillwater and RWC#3 states that RWC#3 members pay the same rates as the residents of Stillwater and that receiving water service from the City of Stillwater is not a condition for annexation.

**E. Discussion and recommendations on matters pertaining to the operation and maintenance of Rural Water Corp #3 to the SUA.**

There were no comments.

**III. Public Comment/Input on Rural Water Corp #3**

There was no public comment or input.

Mr. Barth asked if the RWAB meetings are open to the public. There was a brief discussion on the topic. Ashlyn Garris confirmed that the RWAB is subject to the Open Meetings Act. Mr. Sitton asked about training and Ms. Garris said that Open Meetings Act Training is available for the Board and that she will discuss the matter with the City Attorney.

**IV. Reports from the Board Members and Staff**

Announcements and remarks of general interest may be made by Board members or staff.

**A. Discussion and possible action on future meetings**

1. Next meeting January 18, 2024.  
There was no discussion.

**V. Adjourn**

Motion by Mr. Bradley, seconded by Mr. Wick to adjourn the October 26, 2023, Special Meeting of the Rural Water Advisory Board.

	<b>Sitton</b>	<b>Mayo</b>	<b>Bradley</b>	<b>Campbell</b>	<b>Wick</b>
Roll Call:	Yes	Yes	Yes	Yes	Yes

The meeting adjourned at 12:37.